

How to configure an **POP** account on Mac OS

【NTU Exchange Mail】

Version : mac OS 13.4

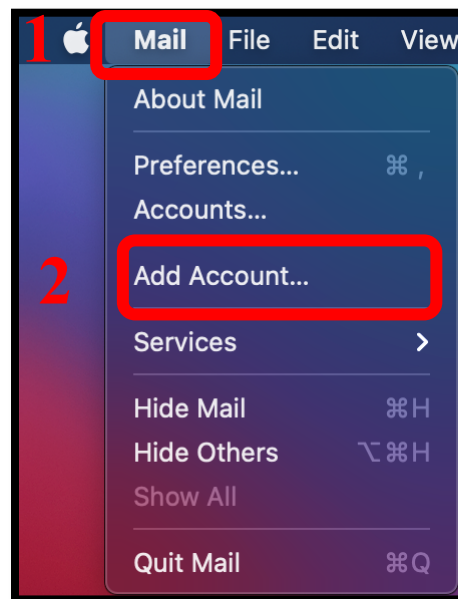
Applicable to:

1. NTU staffs
2. NTU professors
3. Students enrolled before 2020/05

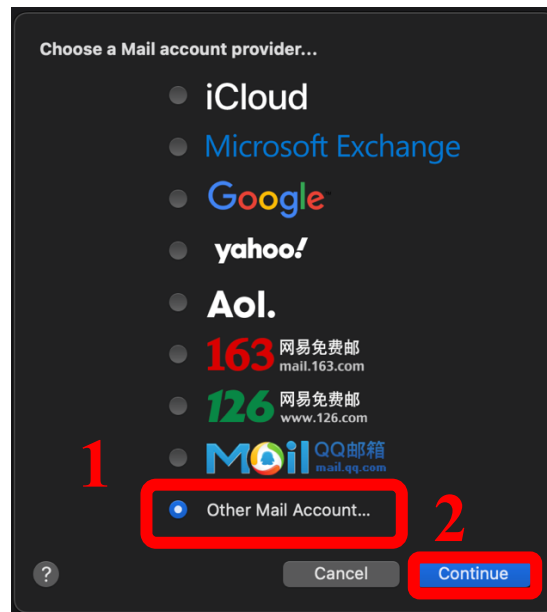
1. Please open **【Mail】** .



2. Please click **【Mail】** on the upper left corner and choose **【Add Account...】**



3. Please choose **【Other Mail Account...】** and click **【Continue】** .



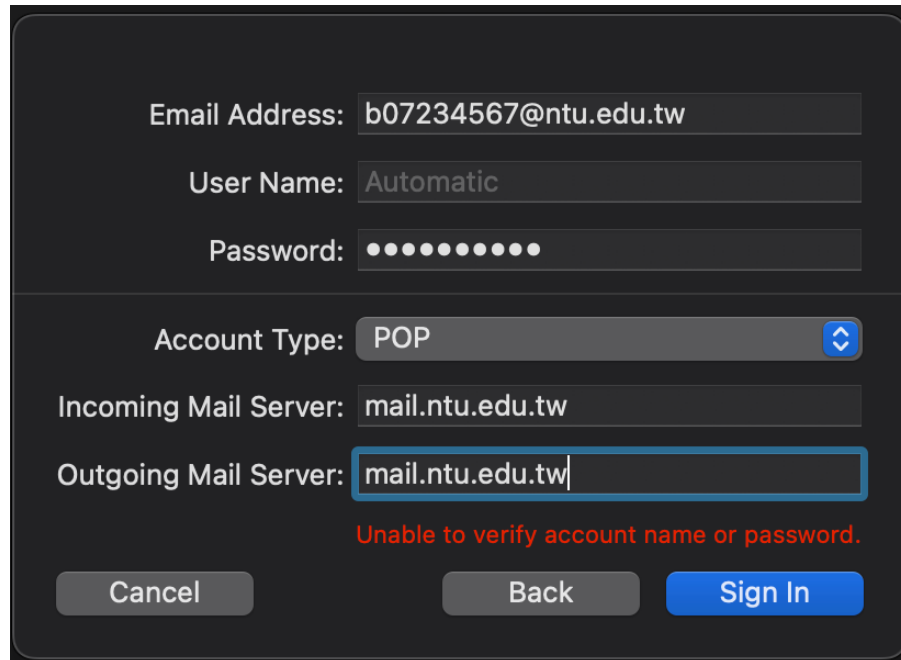
4. Please fill out the required information and click **【Sign In】** .

The screenshot shows a dark-themed form titled "Add a Mail account" with an @ icon. Below the title, it says "To get started, fill out the following information:". The form has three input fields: "Name:" with the value "Alice", "Email Address:" with the value "b07234567@ntu.edu.tw", and "Password:" with a masked password of ten dots. At the bottom, there are three buttons: "Cancel", "Back", and "Sign In". The "Sign In" button is highlighted with a blue border.

5. Please fill out the following information:

- Account Type: **POP**
- Incoming Mail Server: **mail.ntu.edu.tw**
- Outgoing Mail Server: **mail.ntu.edu.tw**

After completing the information, please click **【Sign In】** .



Email Address: b07234567@ntu.edu.tw

User Name: Automatic

Password: ●●●●●●●●

Account Type: POP

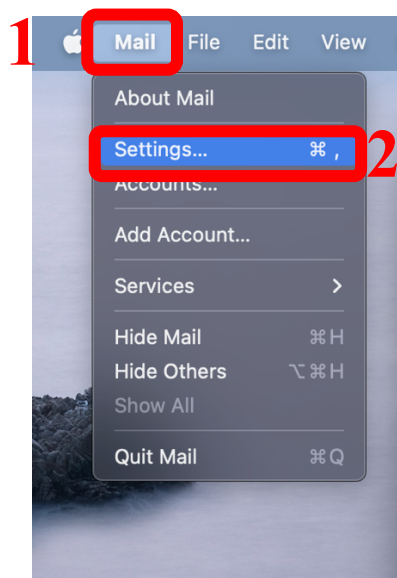
Incoming Mail Server: mail.ntu.edu.tw

Outgoing Mail Server: mail.ntu.edu.tw

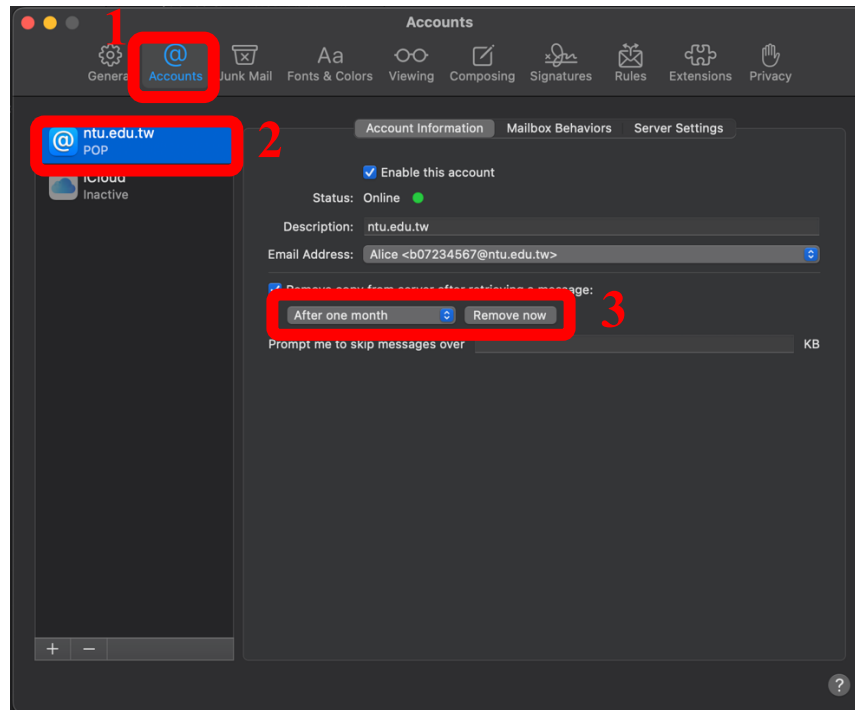
Unable to verify account name or password.

Cancel Back Sign In

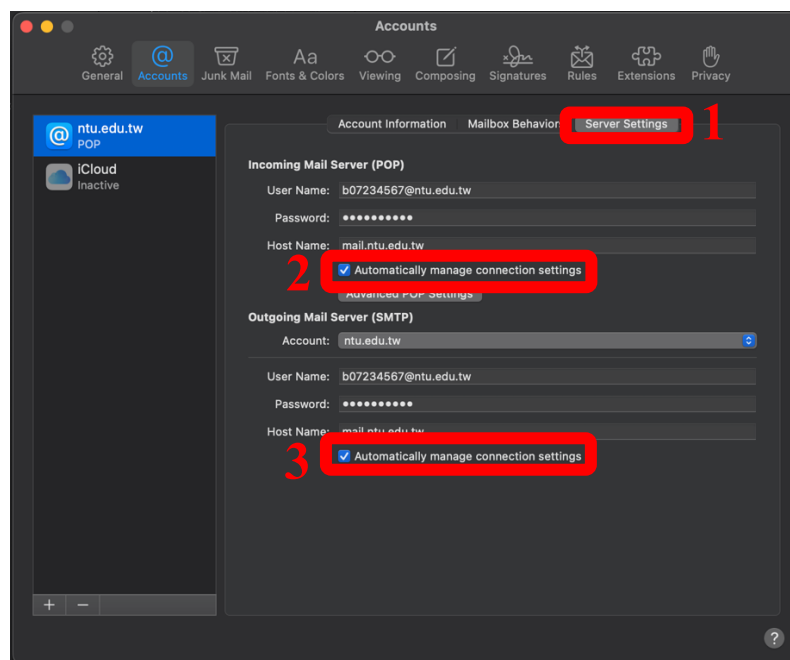
6. Please click **【Mail】 > 【Settings...】** .



7. Please click **【Accounts】** > **【ntu.edu.tw】** > **【Account Information】** and change the time to **【After one month】** .



8. Please click **【Server Settings】** and **uncheck** the box A and B.



9. Please make sure you have filled out the following information:

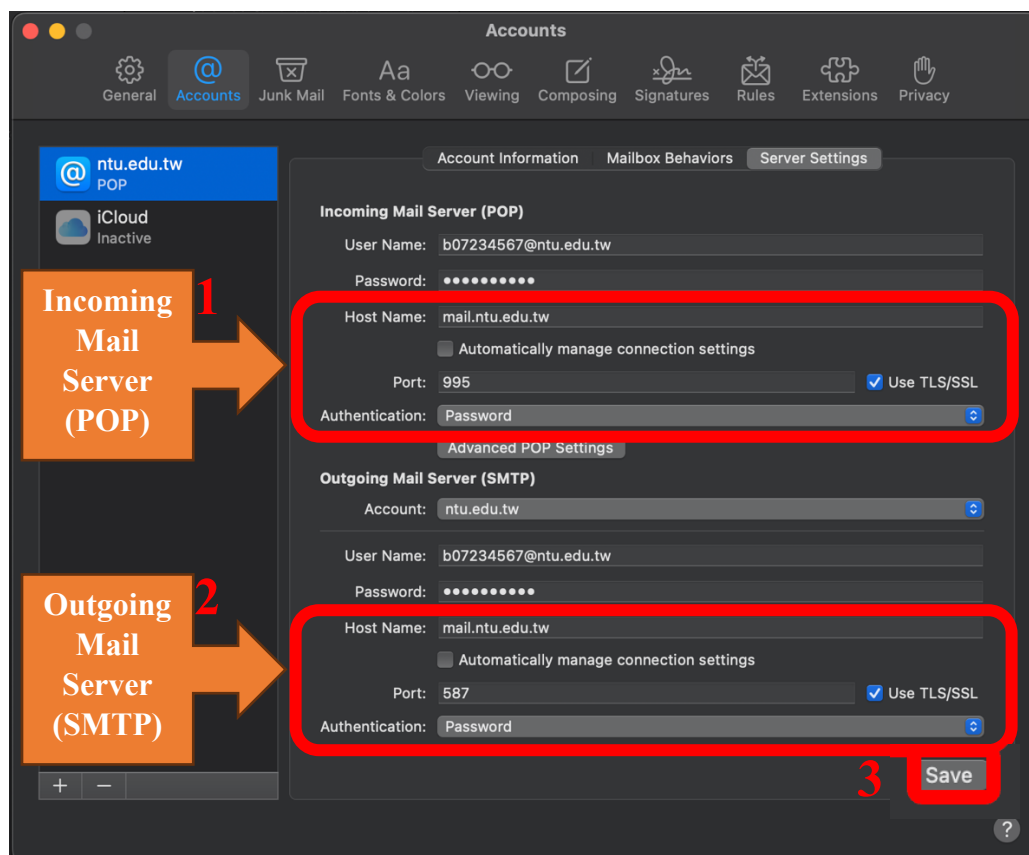
【Incoming Mail Server (POP)】

- a) Host Name: **msa.ntu.edu.tw**
- b) Port: **995**
- c) Authentication: **Password**
- d) **Check** the box of **【Use TLS/SSL】**

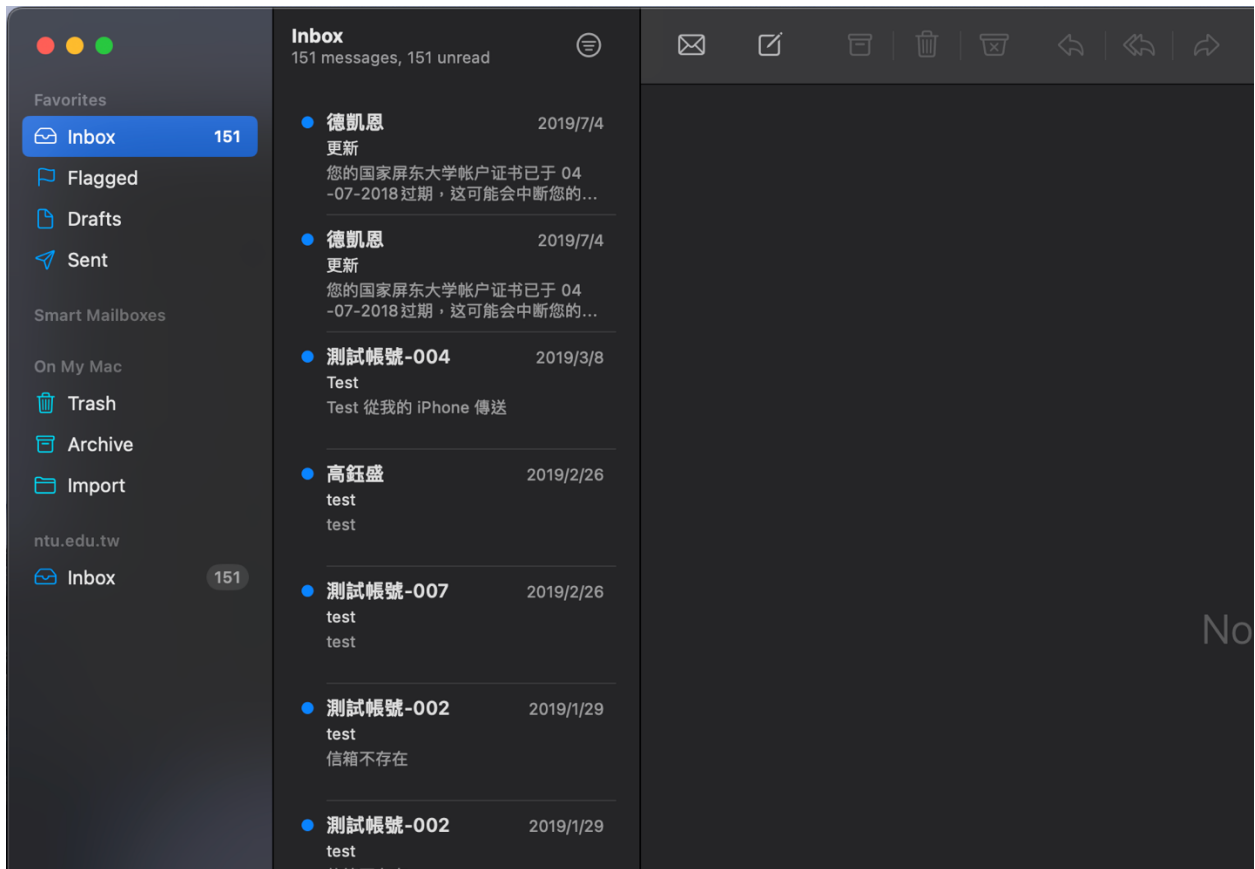
【Outgoing Mail Server (SMTP)】

- a) Host Name: **smtps.ntu.edu.tw**
- b) Port: **587**
- c) Authentication: **Password**
- d) **Check** the box of **【Use TLS/SSL】**

After completing the information, please click **【Save】** .



10. Your account is ready to use!



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